

Intergroup Meeting Minutes
 March 2018 Meeting held 3/24/18
 Recorded by Carol G., Secretary

Attendees:

Intergroup Representatives:

Group#	Group	IGR Name	Present	Proxy
CA1170	Women's	Renee H	X	(also Chair)
CA1277	Sunday	Patt H		Stacey
CA1264	SV	Darren		
CA1276	Sat Barn	Carol G	X	(also Secretary)
CA1241	Salinas	Susan E	X	
CA1169	Wed	Judy J	X	
CA477	PA Wed	Peter H		
CA1258	BC	Pat H	X	(also Treasurer)
CA1313	Fri Barn	David E	X	
CA1308	Men's			

Officers and Committee Chairs:

Title	Name	Present	Proxy
Chair	Renee H	X	
Vice-chair	Clarissa B	X	
Secretary	Carol G	X	
Treasurer	Pat H	X	
Web chair	Evie		Renee & David
Literature chair (new)	Beverle	X	

Visitor ACA Members

Name
Beverle
Amie
Michael
Kerry
Ashley
Jeff

- **Opening:** Renee H. opened the meeting with the ACA Serenity Prayer. Roll Call / see attendance above. IGR's, proxies and officers vote. Visitors do not vote. There were 8 voting members present.
- **Minutes:** Motion: Approve minutes of March 3 meeting: Susan, Renee seconded; Vote 8-0
- **Sign in:** Carol circulated sign in sheet for attendees to sign.
- **Resources to learn more about ACA:** Renee discussed
 - Local emails from acamontereybay@gmail.com; to get on the mailing list, send an email to the above email address asking to be added. Emails are sent confidentially (bc to the distribution list).
 - Renee distributed a handout describing how to use SLACK, an app that allows members to go to ACAWSO and join the Intergroup channel. Other Intergroups are on this channel and share information with one another. There are chat rooms various topics. If you want to be invited to SLACK, send an email request to acamontereybay@gmail.com.
 - WSO newsletters from adultchildren.org:
 - quarterly downloadable 'ComLine' newsletter, open for member contributions
 - monthly 'Traveler' newsletter – emailed to members who sign up on the home page of adultchildren.org.
- **Reports from IGR's (InterGroup Representatives)**
 - **Bonfire meetings start again April 9, 2nd** Monday of each month 7pm at Blacks Beach (14th & E. Cliff Dr.); park on 14th ave or East Cliff Shopping Center, 15th & Portola. Magdalena is secretary.
 - 7pm Tuesday Boulder Creek: Pat reported small but consistent membership of 5-6 people for over a year; it is a safe place to share. They read from BRB and share.
 - 9:30 Wednesday "Serenity Seekers" meeting at Live Oak Family Resource Center: Judy reported this very active meeting with 17-24 participants is looking for a larger venue. Topics rotate weekly, including daily reader, step, tradition, chair, non-dominant handwriting.
 - "ACA Women in Recovery" Thursday 5:30 meeting: Renee reported this meeting reads from BRB and has a monthly chair, often attended by 40+ women, is going strong. They voted to contribute \$160 to Intergroup. Clarissa, current secretary, reported they are seeking an

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organized way to record and archive decisions that are made. This might be helpful to other groups as well.

- Salinas “Freedom from the Past” meeting: Susan reported that 6-9 consistently attend.
- Sunday “Adult Loving Parent”: Stacey, Patt’s proxy, reported the meeting is thriving with attendance 20+ weekly. This meeting reads from chapters 8 and 15 of BRB, focusing on inner child and adult loving parent.
- Friday 7:15 pm Barn meeting: David reported this meeting is well attended with 15-20+.
- Monday 7:00 pm “Authentic Men” meeting currently has no IGR. David continues to announce that the group can choose an IGR.
- Saturday 9:00 “Heart Circle” Barn meeting: Carol reported meeting is well attended but can still fit into its beloved space.
- Tuesday 12:30 meeting, “Inner Loving Parent – Inner Child” at Calvary Episcopal (red) church: Pat H. reported it currently has no secretary or IGR; Michael stated attendance has picked up.
- “Friday Freedom” Los Gatos 7:30 pm meeting CA1075: Amie, visitor, reported that Intergroup is still being discussed at the business meeting. Attendance is 10-12; some members are talking about getting other meetings started as there are only 2 in the San Jose area.
- Thursday 7:00 pm meeting – David is uncertain of group’s process re: Intergroup participation

Report from Committee Chair:

- **Website Committee:** Renee reported that Evie, Website Chair, is unable to attend due to family illness. Renee read Evie’s emailed report:
 - Domain name acamontereybay.com is available for \$12/month. Evie met with David, who is a webmaster elsewhere and offered to assist. Evie is researching web hosting options. She is looking at other Intergroup sites and will present a draft at the next meeting.
 - Motion: use domain name **acamontereybay.org** Pat, Renee second Vote: 8-0
 - Ideas / suggested features for website:
 - Include a privacy/anonymity statement on the home page
 - Do not post photos of individuals (to protect anonymity)
 - Have a review process of any materials to be posted (to protect anonymity)
 - Include meeting schedules for area meetings
 - Link to map of meeting location
 - Post Intergroup meeting minutes (without confidential information)
 - Post a link to copy or a copy of Treasurer’s spreadsheet of Intergroup financial transactions
 - Workshops
 - Calendar of events
 - Literature resources
 - Step study resources
 - Contacts for people who are wanting to start a meeting
 - Tony A Twelve Steps / copyright concerns need to be reviewed
 - Link to YouTube Tony A audio recording
 - Link to subscribe to the [acamontereybay](http://acamontereybay.com) email list

Old Business:

- **Registering Intergroup with WSO:** Renee reported that on March 7 she registered us; our number is IG654. We are now official, listed in adultchildren.org.
- **WSO representative** to attend monthly 11am 2nd Saturday teleconference and report back to Intergroup. Clarification – Intergroup can also elect a delegate to WSO, which we did not address at this time. Each ACA meeting can have its own elected voting WSO delegate. Having a WSO from ACA Monterey Bay Intergroup would give our area one more vote at the annual meeting.

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- Pat reported she is already on the call due to her other responsibilities with WSO.
- Motion: Pat H to be our WSO rep on Saturday calls: Carol, Judy seconded. Vote: 7 for, 1 abstain.
- Renee and Pat added that anyone can dial into these conference calls: 11am on the 2nd Saturday each month
 - 712-432-0075 PIN: 427266
- Monthly Regional call is also available for dial-in: Renee confirmed after the meeting it is 11am on the 3rd Saturday each month
 - 605-472-5354 Code: 861824

New Business:

- **Next meeting** April 28 conflicts with WSO Toronto meeting which several IGR's will be attending.
 - Motion: Hold April meeting April 21. Pat, Clarissa seconded. Vote: 8-0
- Information: Pat H. is on the nominee list for WSO Board of Trustees; election at Toronto WSO. Pat is a member of the WSO Finance Committee, Distribution Center Oversight Committee and Chair of the Audit Committee.
- **7th Tradition / Finances for Intergroup**
 - **Donations to Intergroup:**
 - **From Meetings: IGR's to discuss donations** to Intergroup at the meetings they represent
 - BRB suggests that funds beyond what the meeting needs (rent etc) can be split 60% to Intergroup, 40% to WSO. It is up to each group's business meeting to decide if they want to contribute and how much.
 - Management of funds:
 - Pat H., Treasurer, will keep the treasury in cash in a locked safe which is bolted to the cement floor of her garage at 11 Tinker's Trail, Boulder Creek CA 95006. Renee has contact information for Pat's husband Jordan, should Intergroup need emergency access.
 - Donations from meetings should be delivered to Pat in cash at the monthly Intergroup meeting, or can be written payable to and mailed to: Pat Hubbard, 11 Tinker's Trail, Boulder Creek CA 95006. Pat will deposit corresponding cash into the safe. If payment from the Intergroup needs to be made by check, Pat will write the check from her own account and reimburse herself from the treasury.
 - Pat will keep a spreadsheet of all financial transactions and publish for transparency; she will present a report each month to the Intergroup meeting.
 - Donations to be documented in the minutes: As of today
 - \$160.00 Women in Recovery
 - 25.00 March 3 Intergroup 7th Tradition
 - 75.65 Speaker Meeting
 - 19.00 March 24 Intergroup 7th Tradition
 - \$279.65 Total Intergroup Treasury as of March 24, 2018
 - Discussion about checking accounts, non-profit status etc: ACA WSO is a non-profit but individual meetings are not. We might be able to get help setting up as a non-profit (Judy will check with Santa Cruz Community Foundation which may be able to advise on this), however it would also require filing a tax return, which is beyond the scope of Treasurer's duties. Opening a bank account requires a tax ID; when the position rotates there is paperwork involving signatures, expense getting new checks printed etc.
- **Literature Committee**

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- Pat clarified that an Intergroup can buy literature at a 30% discount if ordering in case quantities **and** order is \$100 or more. Other items (pamphlets, chips) are ordered in bundle or roll quantities. Intergroup pays shipping for the orders.
- Each Intergroup decides how much of a discount to pass on to participating meetings.
- If we establish a Literature Committee, we must register with WSO stating which groups / meetings will participate.
- Need a place to store literature and have access to the storage
- Kerry volunteered to help or co-chair
- David suggested we could set up a literature order form (on our Intranet or google docs share) for ordering
- Beverlee reported she has contacted other intergroups to learn how they do literature
- Stacey reported she works at a storage facility owned by her mother who will donate storage space. Stacey also has a truck which she can use to transport materials.
- Motion: Establish a Literature Committee Pat, Stacey seconded 6 yes, 2 abstain
- Literature chair job description:
 - Explore what to do with literature, how to interact with groups, maintain stock
 - Report findings & recommendations to Intergroup
- Literature Committee: Motion for the composition below and Chair job description above: David, Carol seconded; Vote 8-0
 - Beverlee Chair
 - Kerry Co-Chair
 - Stacey -- member – has storage available to donate and a truck to transport
 - Darren – member (not present) has also offered to help
 - David – liaison between Literature Committee and Web Committee, can create a survey for groups to express their literature needs
- Carol suggested new business for next meeting: Establish a Literature Reserve to streamline interaction between Literature Committee and Treasurer
- **Closing:** Motion to close the meeting: Pat, Michael seconded; Vote 8-0
 - Renee closed the meeting at 3:28 with the traditional group ACA closing affirmation
- **Recap: Action Items for Intergroup Representatives:**
 - David: Mention at Men's meeting that they can choose a new IGR
 - All IGR's at their meetings:
 - Suggest at Business Meeting considering donation to Intergroup: BRB recommends 60% to Intergroup, 40% to WSO but the decision is entirely up to them.
 - Announce IG meetings for remainder of 2018 will be 4th Saturday 2pm at PAMF: EXCEPT Next meeting: April 21

Respectfully submitted,

Carol G. / Secretary 3/25/18 -- corrected 3/26 with page 1 clarifications on WSO newsletters